

**REQUEST FOR RE-EXAMINATION**  
**DETENTION OFFICER CERTIFICATION COURSE**

web version

TO: \_\_\_\_\_

FROM:

\_\_\_\_\_  
Name (PRINT)\_\_\_\_\_  
Social Security Number\_\_\_\_\_  
Street Number\_\_\_\_\_  
StreetName\_\_\_\_\_  
City/State\_\_\_\_\_  
Zip Code\_\_\_\_\_  
Employing/Sponsoring Agency\_\_\_\_\_  
Agency Phone Number

SUBJECT: Re-Examination Request

I, the undersigned, hereby officially request the Director of the Sheriffs' Standards Division to authorize my re-examination for the Detention Officer Certification Course as soon as possible. I fully understand that this re-examination must occur within 90 days from the date of the original examination; and that if I do not achieve a minimum of 70% on this second attempt, I shall not be recommended for successful course completion and must enroll and attend a subsequent deliver of the training course in its entirety prior to the expiration of my probationary period as a detention officer.

\_\_\_\_\_  
Trainee's Signature\_\_\_\_\_  
Date

As the School Director, I do hereby recommend the above named individual for re-examination for the Detention Officer Certification Course. He/She has successfully completed all course work as required by the Commission's rules.

\_\_\_\_\_  
School Director's Signature\_\_\_\_\_  
Date\_\_\_\_\_  
Accredited Institution

As the representative of the North Carolina Sheriffs' Commission, I have fully explained the reexamination procedures to the trainee listed above.

\_\_\_\_\_  
Commission Representative\_\_\_\_\_  
Date